



June 28, 2019

**VIA E-MAIL – 57900-4710909@requests.muckrock.com**

MuckRock News  
DEPT MR 57900  
411A Highland Avenue  
Somerville, MA 02144-2516

Re: Public Records Request received July 24, 2018

Dear Mr. Rubin,

Further to our original response of August 1, 2018, and in response to your further request of June 17, 2019, the City of Rocklin is providing you with the following documents responsive to your request of June 19, 2018, received by the City on July 24, 2018. The City responds to your requests 1 through 4 as follows:

1. You have requested any and all executed contracts, memorandums of understanding (MOU's), and other equivalent agreements that are currently active, or were active within the last two years (as of June 24, 2018), other than standard employee agreements.

The following documents have been provided via City of Rocklin FTP links:

- Memorandums of Understanding.
  - Agreements valued up to \$50,000 in response to the list you provided on August 2, 2018.
2. You have requested any and all contract template documents, for example, employee agreements, vendor agreements, master service agreements, nondisclosure agreements, or interagency cooperation contracts.

The Rocklin City Attorney has determined that these documents are not subject to disclosure pursuant to California Government Code sections 6254(c) and 6255.

3. You have requested general policies and procedures for contract administration, including training materials and records used to instruct members of our agency in contract administration.

These documents were previously provided to you on August 1, 2018.

4. You have requested any available process narratives, audit reports, or findings regarding contract administration covering the last two years.

Per our response of August 1, 2018, the City does not have any documents responsive to this request.

Please feel free to contact me if you have any questions regarding this response.

Sincerely,



Corinne Bow, Executive Assistant  
to the City Manager/Paralegal

cc: Mona Forster, City Clerk